

**SECRET**B. Dissemination

25X1B

An additional form of processing was the dissemination of material received from both within and outside CIA and distributed to Agency and non-Agency customers. This aspect of OCD processing, which grew to massive proportions, was concerned with getting the right document to the right customer at the right time. The volume involved (close to [REDACTED] pieces per year for FY 1955) coupled with the fact that most of the items were received on the basis of requirements, greatly complicated the problem.

Prior to dissemination OCD had to determine 1) whether a requester on the reading requirements list was authorized to receive a particular document, 2) whether the document filled a reading requirement, 3) which priority to establish for routing a single or insufficient number of copies, and 4) what other office might be interested in a document. It also had to be determined which copy of a document would receive full indexing treatment and be incorporated in the Intellofax System.

One of the more vexing problems the disseminator faced was the development of a method for handling the sheer volume of material more effectively by greater selection. In 1953 an experiment had been conducted in OCD in which an especially capable disseminator was permitted to remove from one month's flow of documents all reports which seemed of little current or potential value. This amounted to only about 5% of the total take. The 5% was in turn reviewed by the research offices and their conclusion was that nearly all of the documents should have been disseminated in the first place. <sup>21</sup> ~~Therefore, disseminate everything you receive.~~

<sup>22</sup> 25X1A

In a CODIB distributed paper of 11 July 1961, [REDACTED] Chief, CIA Automatic Data Processing Staff, in reporting on some of the weaknesses recognized by CODIB as existing in the multi-agency approach to the processing of printed information, described them as "time-consuming, laborious, many-step

**SECRET**

25X1A dissemination mechanisms." This statement certainly held true for OCR; several attempts, in addition to continuing changes in procedures, were ~~made~~<sup>taken</sup> to alleviate the problem. In January 1961, the dissemination of non-CIA cables was transferred from the Document Division to the Cable Secretariat. The document dissemination functions of ORR and the special intelligence <sup>dissemination</sup> function of OCI were transferred to the Document Division with 20 people in June, 1963.<sup>23</sup> This action, although it increased the number of dissemination points from [REDACTED] resulted in the reading of reports only once for all points, thereby expediting their distribution, with some savings in total personnel as well. In March 1964 the dissemination of the Department of Defense reports was taken over by DIA.\* Other attempts were made to direct OCR to further centralize its dissemination, to cut down the volume of items disseminated or to secure further customer guidance, without perceptible results. ~~Perhaps~~<sup>was even</sup> automatic dissemination by the use of ~~appropriate~~<sup>as a possibility</sup> mechanical devices, then being talked about in the Intelligence Community, ~~was to be~~<sup>was to be</sup> the ultimate solution.

\*Dissemination by OCR to the Intelligence Community will be described in Chapter X.

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